TO HEADS OF ALL DEPARTMENTS IN THE KWAZULU-NATAL PROVINCIAL ADMINISTRATION

VACANCIES IN THE DEPARTMENT OF HEALTH

The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment without delay, including those in regional/district offices. Institutions must notify all employees who qualify for posts in this circular minute even if they are absent from their normal places of work.

All applications should be forwarded to: The Chief Executive Officer, Mahatma Gandhi Memorial Hospital, Private Bag X 13, Mount Edgecombe, 4300, for the attention of Mr S. Gwala.

DIRECTIONS TO CANDIDATES

1. The following documents must be submitted:-

   (a) Application for Employment Form (Form Z83), obtainable from any Public Service Department or from the website – www.kznhealth.gov.za.

   (b) Certified copies of highest educational qualifications and/or professional registration certificate, copies of certified copies will not be accepted.

   (c) Curriculum Vitae.

   (d) Certified copy of the Identity Document.

   (e) Faxed or Scanned copies of the application will not be accepted.

   (f) Certified copies of Certificate of Service Stamped by Human Resource Department.

2. The Circular Minute Number must be indicated in the column provided on the form Z83, e.g. Circular Minute Number MGMH 75/2016.

3. People with disabilities should feel free to apply for the posts.

NB: FAILURE TO COMPLY WITH THE ABOVE INSTRUCTIONS WILL DISQUALIFY APPLICANTS.

4. Please note that due to the large number of applications we envisage to receive; only short listed candidates will be contacted. If you have not been contacted within one (01) month after the closing date, please accept that your application was unsuccessful.

5. Please note that a pre-employment screening and verification process, including Company Intellectual Property Commission (CIPC) verification will be undertaken.

6. Due to financial constraints, NO S & T claims will be considered for the payment to the candidates that are invited for interview.

The closing date for submission of applications is 29 OCTOBER 2019.

This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department.

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CHIEF EXECUTIVE OFFICER
MAHATMA GANDHI MEMORIAL HOSPITAL
POST : CLINICAL NURSE PRACTITIONER GRADE 1  
NO. OF POST : ONE (01)  
CENTRE : MAHATMA GANDHI MEMORIAL HOSPITAL  
REFERENCE NO. : MGMH 29/ 2019  
SALARY : R 383 226.00 PER ANNUM  
OTHER BENEFITS : 13th CHEQUE, MEDICAL AID (OPTIONAL) GEHS (CONDITIONS APPLY)  

MINIMUM REQUIREMENTS:  
- Senior Certificate (Grade 12) or equivalent.  
- Degree/ Diploma in General Nursing & Midwifery PLUS.  
- 1 year post basic qualification in Clinical Nurse Science, Health Assessment, Treatment and Care.  
- Registration with SANC as General Nurse and Midwife.  
- Current SANC Receipt for 2019.  
- Proof of previous and current work experience (certificate/s of service) endorsed and stamped by HR Office must be attached.  

KNOWLEDGE, SKILLS AND COMPETENCIES:  
- Knowledge of nursing care processes and procedures  
- Basic knowledge of public service regulations and legal framework  
- Disciplinary code, human resource policies hospital generic and specific policies.  
- Leadership, supervisory and good communication skills.  
- Team building and cross cultural awareness.  

KEY PERFORMANCE AREAS  
- Able to plan and organize own work and that of support personnel to ensure proper nursing care.  
- Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient’s needs, requirements and expectations of (Batho Pele).  
- Execute duties and function with proficiency within prescripts of applicable legislation.  
- Assist unit manager with overall management and necessary support for effective functioning.  
- To provide nursing care that lends itself to improved service delivery by upholding Batho Pele Principles.  
- Monitor patient activities.  
- Perform standard procedures in terms of policies and procedures.  
- Adopt multidisciplinary approach to promote holistic patient/client care.  
- Maintain clinical competence by ensuring that scientific principles of nursing are implemented.  
- Maintain accurate and complete patient records.  
- Ensure proper utilization of resources and exercise care over government property.  
- Supervision of subordinate in executing of their duties.  

ENQUIRIES: MS N.B. TIBE  
TEL: (031) 502-1719 EXT: 2232

• KINDLY RETURN ALL DOCUMENTATION WHEN REPLYING